

25X1A

Agency:

## MEMORANDUM • • REMARKS

(10)

Name

(1)

Block

(2) Personnel Branch

Reporting period

(3) June 30 - July 13, 1946

Hours of duty if N/D or other than regular

Leave balances brought forward from prior period.....

Leave accrued during this reporting period.....

Aggregate of leave available during this period.....

DATE	HOURS IN PAY STATUS			AWOL	LWOP	SICK	ANNUAL	OTHER	TIME ABSENT		DATE	ABSENCES CERTIFIED CORRECT
	O/T	N/D	REGULAR						OUT	IN		
Sun. (4)	8		—	(5)		(6)					Sun.	(7)
Mon.			8								Mon.	
Tue.			8								Tue.	
Wed.			8								Wed.	
Thu.			8								Thu.	
Fri.			8			8			8:45		Fri.	J.S.P.
Sat.	4		—								Sat.	
Sun.	8		—								Sun.	
Mon.			8			8				5:30	Mon.	J.S.P.
Tue.			8								Tue.	
Wed.			8				4		8:45	12:45	Wed.	J.S.P.
Thu.			8								Thu.	
Fri.			8								Fri.	
Sat.	4		—								Sat.	
Totals	24		80			16	4		(9)			

TIME AND ATTENDANCE  
REPORT

Standard Form No. 1130  
(General Regulations No. 102—Revised)  
Form prescribed by Comp. Gen., U.S.  
December 7, 1945

Balances at close of this period.....

XXXX

W. O. P. total for calendar year  
to end of prior period.....

\*

W. O. P. total for calendar year  
to end of this period.....

\*

IMPORTANT—For all  
LWOP reduce the leave  
accruals according to  
the reduction tables.

Certified correct

(9) 1/1

(Supervisor)  
Adm. Officer

(Timekeeper)

Telephone No. 1-4926

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